

To: Program Improvement Advisory Committee

From: Kiara Kuenzler and Carol Plock

**Subject:** Program Improvement Advisory Committee Work Plan

Table 1 outlines the proposed agenda items for the first five months of the Program Improvement Advisory Committee (PIAC). The Department's primary goal during this time is to onboard PIAC members through a series of team building activities and 101s covering the Accountable Care Collaborative (ACC) and PIAC Subcommittees. The exact items and overall duration of the onboarding period are open to PIAC review.



<u>Table 1</u>. Timeline and Updates

Month	Topic	Agenda	Status	Notes
October 2018	ACC and RAE 101s	<ul> <li>Expectations and Guiding Principles</li> <li>ACC 101</li> <li>RAE Introduction Part 1</li> </ul>	Complete	Move ACC 101 Part 2 to January 2019 Split retreat across January and February 2019 meetings
November 2018	Subcommittee Intro Part 1	<ul> <li>Guiding Principles and Vision</li> <li>Charter and By-Laws Part 1</li> <li>Improving and Bridging Systems Intro</li> </ul>	Complete	Revise Guiding Principles, Charter, and By-law via email Vote on revised Improving and Bridging Systems recommendations via email
December 2018	Subcommittee Intro Part 2	<ul> <li>Charter and By-Laws Part 2</li> <li>Health Impact on Lives Intro</li> <li>Provider and Community Issues Intro</li> </ul>	Complete	Subcommittee charters and RAE contracts to be reviewed in advance of January Construct acronym list
January 2019	Retreat Part 1	<ul><li>Co-Chair Selection</li><li>RAE Introduction Part 2</li><li>Areas of Focus Part 1</li></ul>	Complete	Move Charter and By-Laws work to email Co-chairs to develop initial focus areas clusters Members to consider structure
February 2019	Retreat Part 2	Areas of Focus Part 2	Complete	Incorporate feedback into Charter and By-Laws
March 2019	PIAC Community Structures Part 1	<ul><li>Formalize Areas of Focus</li><li>Revise subcommittee structures</li></ul>	Complete	Draft subcommittee charges and expectations
April 2019	PIAC Community Structure Part 2	<ul> <li>Approve subcommittee charges</li> <li>Discuss subcommittee expectations</li> <li>Begin standard PIAC operations</li> </ul>	In-progress	In tandem with subcommittees
May 2019	PIAC Operations	<ul><li>Begin standard PIAC operations</li><li>Support subcommittee formation</li></ul>	Forthcoming	In tandem with subcommittees
June 2019 – September 2019	PIAC Operations and Community Structures Part 3	<ul> <li>Begin standard PIAC operations</li> <li>Support subcommittee formation</li> <li>Finalize PIAC and subcommittee charters</li> </ul>	Forthcoming	In tandem with subcommittees